



CITY OF FRISCO PURCHASING DIVISION

November 14, 2014

Addendum #1 – Questions and Answers

RFP#1510-020

Dr Pepper Ballpark Cleaning and Janitorial

Questions and Answers

1. The breakdown excel spreadsheet attached to the RFP package shows square footage of the facility to be 21,727 square feet. What is the actual square footage of the entire facility?
 - a. We are working on getting the exact square footage of the interior facility to be cleaned, but this information is not available at this time. If it becomes available before the RFP's are due, an additional addendum will be issued. This space, in addition to concourse and seating bowl, will need to be cleaned and stocked.
2. For the in game service, what has been the average hours for each of the porters?
 - a. From when the gates open until the end of the game is approximately 4 to 4.5 hours.
3. The bid package doesn't show enmotion 10in roll paper towel and gojo foam soap but throughout the ballpark it's everywhere. What is the total amount of dispensers of each kind of product and what is the complete paper usage history for the past year? Please include costs known for any cleaning supplies used.
 - a. The spreadsheet in the RFP package (Exhibit B) shows the amount of soap dispensers and paper towel dispensers that are in the ballpark. Total soap dispensers 69, and total towel dispensers 79. Toilet paper dispensers 123. As for cleaning supplies; we've been charged a per game fee \$395. Then occasionally there are one offs, but not very often.
4. What is current total number of cleaning personnel for Mon-Wed Games (Per Game)?
 - a. Whatever it takes to do the work correctly (i.e. keeping bathrooms clean and stocked, concourse clean, no trash cans overflowing, etc) and on time. It's up to the vendor to recommend how many people they think it will take. Note: Mon – Wed games are 1/2 to 1/3 attendance of weekend games. All bathrooms are open at every game. Not every suite is in use each game.
5. What is current total number of cleaning personnel for Thur-Sun Games (Per Game)?
 - b. See above. Average Thursday and Sunday games will have approx 4,000 guests, average Friday and Saturday will have 6,000 guests.
6. For purposes of this proposal, will unit costing be acceptable as it relates to paper towels, tissue, hand soap, and liners?

Yes, that's acceptable. These consumables can be separated out from hourly labor rates. Your hourly rates provided should include the other cleaning supplies and equipment to do the job outside of these consumables.

7. At the pre-bid meeting it was indicated the janitorial vendor will supply all restroom consumable products. How are the consumable costs billed to the City? Via hourly rate or direct pass-through?
 - a. Direct pass through. These consumables can be separated out from hourly labor rates. Your hourly rates provided should include the other cleaning supplies and equipment to do the job outside of these consumables.
8. What is the annual consumable supply usage by product?
 - a. Currently we get charged per game \$395. Then occasionally there are one offs, but not very often.
9. How many janitors do the current company use during the game to clean bathrooms and empty trash in key areas?
 - a. Depending on the day of the week they staff accordingly. (SEE ANSWERS TO QUESTIONS 4 AND 5). We are looking for recommendations based on your expertise on how you would effectively keep the facility clean during games.
10. How many janitors does the current company use for night cleaning after each game?
 - a. We're looking for recommendations from vendors. The ballpark has to be ready (completely cleaned, bathrooms stocked, etc) by 2:00pm most game days. There are approx 4 games each year that start at 11:00am (gates open at 10:00am) and another 6 or so that may start at 2:00pm or 4:00pm. On those earlier game days the ballpark obviously must be ready earlier than when it's a 7:00pm game.
11. To place a bid on the Dr. Pepper Ballpark janitorial work, are we required to have workman's compensation coverage for those employees at the Park?
 - a. Yes. Vendor shall meet, at a minimum, the insurance requirements included in the RFP document (page 10 and 11).
12. Do the refrigerators need to be wiped out in each suite?
 - a. The exteriors of the refrigerators should always be wiped down; interior cleaned as needed. Note: Not all suites are used every night.
13. How many people does the JC Penny Club seat?
 - a. 180 people.

Current Contract and Financial Information: The current contract for these services is between the Roughriders and the current contractor. Any requests for contract information or contract amounts must be submitted through a Public Information Request. This can be done through the City's website:

<http://friscotexas.gov/government/citySecretary/Pages/RecordsRequest.aspx>

Proposers are required to acknowledge receipt of this addendum by initialing in the appropriate space on the proposal document. The due date for this RFP remains November 20, 2014, by 2:00pm CST.

Vendors who may have already submitted a proposal and feel this addendum may change their proposal, may pick up their proposal, and return it by the closing date. If picking up the proposal is not feasible, any new proposal submitted by your firm will supersede one previously submitted.

If there is a discrepancy between this addendum and the proposal, the addendum prevails.

Sincerely,

Daniel Ford, CPPO, CPPB
Purchasing Manager
City of Frisco